'EMPLOYEE INDUCTION AND RETENTION' REVIEW

Contact Officers: Luke Taylor
Telephone: 01895 250 693

REASON FOR ITEM

The Committee confirmed its review on the topic of Employee Induction and Retention in Hillingdon and have been presented with evidence since its confirmation to progress the review towards the recommendation stage of the review.

OPTIONS OPEN TO THE COMMITTEE

The Committee is asked to listen to the witness sessions, note the evidence, and progress the review to its next stage.

BACKGROUND

- At the meeting of the Committee held on 15 June 2017, approval was given to this Committee's next review topic on Employee Induction and Retention.

- At this meeting, Members will discuss further information on the review using the terms of reference that were set at the last meeting:

  1. *To review the current employee induction process at both junior and senior levels and how employees become culture fit within a democratic organisation;*
  2. *To review the retention rate / turnover of staff and activity current in place to support the retention of staff;*
  3. *To seek out examples of best and novel practices from the private, public and other sectors in both induction arrangements and how organisations seek to retain their high calibre staff; and*
  4. *To make positive recommendations to the Cabinet on any improvements in working practices or operations.*

- Mike Talbot, Workforce and Organisational Development Manager, will be in attendance at the meeting to give evidence to the review regarding staff retention, and answer any further questions that Members may have.

- Furthermore, it is proposed that a short series of questions are sent to private companies in the borough as a survey, requesting written evidence from the organisations regarding their own staff induction and retention policies and procedures. These answers will then be disseminated to Committee Members and incorporated into the final review as evidence. The proposed questions will go before the Committee at the meeting.